

Finding the Right Employee



The Job Service Workforce Centers have numerous applicants with a variety of skills seeking employment.

Job Orders

We can assist you with designing and managing your job order, assist with the development of a customized referral process, and refer qualified applicants from a statewide database. Your job order can be advertised locally, statewide and/or nationally through a variety of media.

Testing

Hiring the right person the first time is important to businesses. We can help you by providing specific proficiency testing of applicants to assist you with your selection process.

PROVE IT!® is an online testing software program that can assess a full range of skills. Aside from the standard tests for typing, data entry, 10 key, spelling, grammar and math, there are hundreds of tests for clerical, industrial, healthcare, financial, and technical job classifications.

Over 800 validated assessments in the following areas:

Accounting Titles

Call Center Titles

Financial Titles

French, German, Portuguese, Italian, Spanish

Microsoft Office 2000 titles

Healthcare titles

Industrial Titles

Legal Titles

Microsoft Office 2003 Titles

Microsoft Office 97 Titles

Microsoft Office XP Titles

Office/ Professional Titles

Software Titles

Tech Test Titles

Meeting Rooms

Each Job Service Workforce Center has meeting rooms and conference rooms available for your business needs.



Call your nearest Job Service Workforce Center to reserve these rooms.

All these services are provided at no cost to you.